



# Office of Montana Secretary of State

## Electronic Ballot Request System (EBRS)

### Frequently Asked Questions

**Q: What is the Electronic Ballot Request System (EBRS)?**

A: The EBRS is an online system designed to allow Montana voters with disabilities the option to apply for an absentee ballot, access, and mark their ballot electronically.

**Q: Who can use the EBRS?**

A: A registered voter who meets the definition of an individual with a disability as defined in State Law:

"Disability" means a temporary or permanent physical impairment such as:

- (a) impaired vision;
- (b) impaired hearing; or
- (c) impaired mobility. Individuals having impaired mobility include those who require use of a wheelchair and those who are ambulatory but are physically impaired because of age, disability, or disease.

Voters must affirm their qualifications and eligibility as a voter with a disability and enter a residential address that can be matched with a Montana ballot type before they can access and mark a ballot.

**Q: Can someone who is not registered to vote use the EBRS?**

A: A qualified individual who is not yet registered to vote may access a voter registration application on the EBRS, but must print the application and mail or deliver it in person to the county election office. A ballot cannot be accessed from the EBRS until the county election office processes the voter registration application.

**Q: How does a voter access the EBRS?**

A: A voter can access the EBRS from the Secretary of State's website at <http://www.sos.mt.gov/elections/Disabilities/index.asp>.

**Q: When can a voter request an absentee ballot using the EBRS?**

A: Beginning 30 days before election day and ending at noon the day before election day.

**Q: Which elections can the EBRS be used to vote in?**

A: The EBRS is available only for the federal primary and federal general elections.

**Q: How can a voter with a disability vote electronically in other elections?**

A: Voters with disabilities may contact their county election administrator to request an electronic ballot for elections other than the federal primary and federal general elections. This ballot is emailed to the voter, but cannot be submitted electronically.

**Q: How does a voter know that the county election office received the electronic ballot request?**

A: The system automatically generates an email that notifies the voter that a ballot request was received.



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**Q: The system is unable to identify a ballot style for my residence. What do I do?**

A: In a few rare cases, the EBRS cannot match a voter's residence to the correct ballot style. Check that you have entered your residence information correctly. If you still have problems, contact the Montana Secretary of State's Office at (406) 444-7911, toll free at 888-884-8683, or at [soselections@mt.gov](mailto:soselections@mt.gov).

**Q: What if I cannot sign my ballot materials?**

A: Voters with disabilities that cannot provide a signature may use a mark or fingerprint, may have an election judge or friend sign for them, may use a Designated Agent to sign for them, or provide their driver's license number or last 4 of social security number in lieu of a signature.

**Q: How can I submit my voted ballot?**

A: You may either mail, with postage affixed, or deliver your ballot in person.

**Q: Can I submit my voted ballot via email or fax to the county election office?**

A: No, the law requires you to mail, with postage affixed, or deliver your ballot in person.

**Q: Can I bring my completed electronic ballot to my polling place on election day?**

A: You may deposit your ballot, along with the transmittal coversheet, secrecy envelope template, and signature envelope template, at any polling place in your county.

**Q: How will I know my ballot has been received by the county election office?**

A: You can track your ballot online at [My Voter Page](#), or [contact your county election administrator](#).

**Q: Once I receive a PIN to access my ballot, how long do I have to access it?**

A: The system will be available to access your ballot using the PIN provided until 8 p.m. on election day. HOWEVER, you must ensure your ballot is at the county election office before 8 p.m. on election day.

**Q: I changed my mind about my ballot. Can I redo it?**

A: You can use the PIN provided to re-access your ballot. Any ballot markings previously made will not be saved when you re-access your ballot, but you will be able to mark a new ballot. Keep in mind that you may only send one voted ballot to your county election administrator. If you have already mailed or delivered your voted ballot, you cannot vote another one if you made a mistake or changed your mind.

**Q: When do I have to submit my ballot?**

A: Your ballot must be delivered to your county election office by 8 p.m. on election day.

**Q: Who may I contact with additional questions or concerns about the EBRS?**

A: Contact the Secretary of State's Office (406) 444-7911, toll free 888-884-8683, or [soselections@mt.gov](mailto:soselections@mt.gov).

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